

STATE PLAN UNDER TITLE XIX OF THE SOCIAL SECURITY

**OFFICIAL**

State/Territory: MAINE

ELIGIBILITY CONDITIONS AND REQUIREMENTS

Procedures for Scheduling and Conduct of Standard Surveys

The State has in effect the following procedures for the scheduling and conduct of standard surveys to assure that it has taken all reasonable steps to avoid giving notice.

The Division of Licensing and Certification prepares its scheduling for surveys of Long Term Care facilities on a quarterly basis at each of its District Offices.

Copies of the schedule are limited in distribution to the Division Director, Program Managers, the Office Manager and the State Fire Marshall's Office.

The health care portion of the survey is conducted first. The Life Safety Code survey is performed either at the same time as the health care survey is done or subsequently, within twelve calendar days.

All Long Term Care surveyors meet prior to the beginning of the survey at a location away from the nursing home to be surveyed. Team members enter the nursing home at the same time.

Surveyors are told during their orientation and periodically reminded that Long Term Care surveys are unannounced and that any surveyor who compromises the date of the survey is subject to a fine and disciplinary action.

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Supersedes  
TN No. \_\_\_\_\_

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